

ADMINISTRATIVE-INTERNAL USE ONLY

DDI-011-24  
DDI-2329-74

6 August 1974

MEMORANDUM FOR: Deputy Director for Intelligence

SUBJECT : Comment on [ ] Memo re "Hard Copy New Options" *sent to DDI 7 Aug 74* 25X1

1. Because I find most of [ ] memoranda, 25X1  
including this one, largely unintelligible, I turned  
this material over to [ ] who is producing 25X1  
Style Manual II, to see whether he found anything here  
he could use. I attach his informal response, which  
you may find educational and possibly helpful. Style  
Manual II is now in mock-up, and we should be able to  
send forward shortly something for you and for the DCI  
to look at.

25X1 2. I have nonetheless made a personal effort to  
go through the [ ] material, and have been particularly  
bemused by the graphs. I am evidently a non-graph as well  
as a non-numbers person because I find most of the sample  
graphs presented here incomprehensible without an accompany-  
ing text, and if I read the accompanying text I don't need  
the graph. Figures 4 through 7A seem to me to be splendid  
examples of how not to communicate. By comparison, the  
figure labeled "Figs 3, 8, 10, 11B" is a model of clarity,  
except for the way in which it is labeled. At least in  
this particular figure I get a sense that a lot of things  
are going on.

[ ]

25X1

Deputy Director of Current Intelligence

Attachment

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